

# *Sterling Capital Funds*

## *Notice of Privacy Policy & Practices*

Sterling Capital Funds provide this notice to you so that you will know what kinds of information we collect about shareholders<sup>1</sup>, prospective investors, and individuals (such as beneficiaries), and the circumstances in which that information may be disclosed to third parties who are not affiliated with Sterling Capital Funds.

### **Collection of Personal Information**

We collect nonpublic personal information about you from the following sources:

- *Account Applications and other forms*, which may include your name, address, social security number and information about your investment goals and risk tolerance;
- *Account History*, including information about the transactions and balances in your account(s) ;
- *Correspondence*, written, telephonic or electronic between you and Sterling Capital Funds or service providers working on behalf of Sterling Capital Funds;
- *Online*, your name and e-mail address if you provide them; and
- *Third Parties*, such as your financial intermediary in connection with your transactions, or third-party data services used to verify or update personal information that you provide.

To comply with federal regulations, information we receive from you or a third party will be used to verify your identity.

### **Disclosure of Personal Information**

We may disclose your personal information as permitted by law to third parties who are not affiliated with Sterling Capital Funds, including:

- in connection with legal proceedings, such as responding to a subpoena;
- to service providers who maintain or service shareholder accounts for Sterling Capital Funds or to a shareholder's broker or agent; or to companies that mail account-related materials, such as shareholder reports; and
- to perform marketing services on our behalf, or pursuant to a joint marketing agreement with another financial institution.

### **Safeguarding of Personal Information**

Sterling Capital Funds employs policies, practices and procedures for safeguarding your personal information that we believe comply with applicable law, however no security measures are perfect or impenetrable.

We request that all service providers to Sterling Capital Funds:

- maintain policies and procedures designed to assure only appropriate access to, and use of your personal information; and
- maintain physical, electronic and procedural safeguards that comply with applicable legal standards to guard your nonpublic personal information.

When information is shared with third parties, they are not permitted to use the information for any purpose other than to assist our servicing of your account(s), including helping us improve the services we offer.

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<sup>1</sup> For purposes of this notice, the terms "shareholder" or "shareholders" includes both individual shareholders (both current and former) of the Sterling Capital Funds and individuals (such as beneficiaries, for example) whose nonpublic personal information is provided to the Sterling Capital Funds, even though they do not invest in Sterling Capital Funds shares.